



United States Environmental Protection Agency
Washington, DC 20460

Work Assignment

Work Assignment Number

0-5

☒ Original ☐ Amendment Number:

Contract Number
EP-W-10-002

Contract Period
Base ☒ Option Period Number

Title of Work Assignment
Green Building Technical Support on
Standards, Principles, and Goals

Contractor
INDUSTRIAL ECONOMICS INC.

Specify Section and Paragraph of Contract SOW

Purpose: ☒ Work Assignment Initiation ☐ Work Assignment Close-Out
☐ Work Assignment Amendment ☐ Incremental Funding
☐ Work Plan Approval

Periods of Performance

From: 04/26/10

To: 12/18/10

Comments:

The purpose of this action is to initiate Work Assignment 0-5.

☐ Superfund

Accounting and Appropriations Data

☒ Non-Superfund

Line	DC (Max 6)	Budget/FYs (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class	Amount	(Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1											
2											
3											
4											
5											

Authorized Work Assignment Ceiling

Contract Period: Cost/Fee LOE
Previously Approved

This Action

Total \$0.00 2,680

Work Plan / Cost Estimate Approvals

Contractor WP Dated: Cost/Fee: LOE:

Cumulative Approved: Cost/Fee: \$0.00 LOE: 2,680

Work Assignment Manager Name

JOHN P. FOSTER

Branch/Mail Code 1807T

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(Signature)

(Date)

Project Officer Name

CATHERINE J. TURNER

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Phone Number 202-566-0951

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(Signature)

(Date)

Other Agency Official Name

Branch/Mail Code

Phone Number

Fax Number

(Signature)

(Date)

Contracting Official Name

BRADLEY R. AUSTIN

Branch/Mail Code 3803R

Phone Number 202-564-5574

Fax Number 202-565-2560

(Signature)

(Date)

Contractor Acknowledgement of Receipt and Approval of Workplan (Signature and Title)

Date

Green Building Technical Support on Standards, Principles, and Goals

Contract: EP-W-10-002, Work Assignment: 0-5

Summary Information

Title: Green Building Technical Support on Standards,
Principles, and Goals
Period of Performance: From: 04/26/10
To: 12/18/10
Award Date:
Total Funding:

Procurement Management Roles

WORK ASSIGNMENT MANAGER:

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Attachments

Attachment Name

STATEMENT OF WORK

STATEMENT OF WORK

Contract: EP-W-10-002, Work Assignment: 0-5

Work Assignment

Title: Green Building Technical Support on Standards, Principles & Goals

Contractor: IEc, Inc.

Contract No.: EP-W-10-002

Work Assignment Number: 0-5

Estimated Period of Performance: Date of issuance to November 18, 2010

Estimated Level of Effort: 2680 hours

Key EPA Personnel:

Work Assignment COR: John Foster
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Office of Policy, Economics and Innovation
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Contract Level COR: Catherine Turner
CMG/OPEI (1805T)
202/566-0951
202/566-3001 (fax)

Background and Purpose:

Commercial and residential buildings in the U.S. are designed to balance inhabitants' desires for convenience, aesthetics, shelter, space, and amenities with builders' needs to remain cost effective in a competitive marketplace. Often the design, building location, technologies and materials used inadvertently create environmental and human health risks. For example, buildings account for nearly 40 percent of U.S. energy use and are responsible for about 40 percent of U.S. carbon dioxide emissions contributing to climate change. Also, 13 percent of U.S. freshwater is used on buildings and their sites. Radon, mold, carbon monoxide, asthma triggers, all impact indoor air quality of spaces in which the majority of citizens spend up to 90 percent of their time.

EPA has occasionally addressed built environment risks on an individual basis through regulations and initiatives (e.g., lead paint). In recent years, EPA has taken steps to address building systems with a more holistic approach. The approach has an advantage over previous approaches by looking at the whole building system and promoting mitigation of environmental problems in one environmental medium without adversely affecting others.

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The holistic approach by EPA can also help building buyers and occupants sort through ever increasing numbers of attributes advertised as “green” by building developers, owners and realtors, as well as building product manufacturers and vendors. With limited guidance or universal standards, there is sometimes significant variability in the definition of “green building.”

Both buyers and sellers stand to benefit from more consistent use of the word “green”. Buyers want to know the suite of green attributes they are really getting, and their impacts. Sellers, under pressure to sell in a fiercely competitive marketplace, want to differentiate their building system product, but do not want to be criticized for false advertising if their green claim turns out to be unsupportable. Standards, including model codes and rating systems, help reduce the variability of the use of the word “green,” and so it’s important for EPA to influence the crafting and use of such standards to ensure that they adequately protect human health and the environment.

While many buildings may have significant green attributes, ideally, the holistic term “Green Building” represents the innovative practice of creating structures and using processes that are more environmentally responsible and resource-efficient throughout a building's complete life-cycle. Green building designs also take into consideration EPA’s Smart Growth Principles for location and type of building to minimize environmental footprints (e.g., minimize vehicle miles traveled by occupants). EPA defines green building as “the practice of maximizing the efficiency with which buildings and their sites use resources—energy, water, land and materials—while minimizing building impacts on human health and the environment, throughout the complete building life cycle -- from siting, design, and construction to operation, renovation, and reuse.”

EPA launched a Green Building Strategy in 2008, the overall goal of which is “facilitating the mainstream adoption of effective green building practices.” Efforts to implement this strategy are being coordinated by the EPA Green Building Workgroup led by OPEL. This work assignment is designed to provide support to the Workgroup’s efforts to carry out this strategy.

Quality Assurance (QA) Requirements

Check ☐ Yes or ☒ NO, if the following statement is true or false. The Contractor shall submit a written Quality Assurance Project Plan for any project that is developing environmental measurements or a Quality Assurance Supplement to the Quality Management Plan for any project which generates environmental data using models with their technical proposal.

Work Assignment CORs will provide additional information here, if **Yes** is checked above

Tasks and Deliverables:

The WA COR will review all deliverables in draft form and provide revisions and/or comments to the contractor. The contractor shall prepare the final deliverables incorporating the WA COR's comments.

Contractor personnel shall at all times identify themselves as Contractor employees and shall not present themselves as EPA employees. Furthermore, they shall not represent the views of the U.S. Government, EPA, or its employees. In addition, the Contractor shall not engage in inherently governmental activities, including but not limited to actual determination of EPA policy and preparation of documents on EPA letterhead.

Task 1 - Prepare Workplan

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The contractor shall prepare a workplan within 15 calendar days after receipt of a work assignment signed by the Contracting Officer. The workplan shall outline, describe and include the technical approach, resources, timeline and due dates for deliverables, a detailed cost estimate by task and a staffing plan. The WA COR and the Contract Level COR and the CO will review the workplan. However, only the CO can approve/disapprove the workplan. The contractor shall prepare a revised workplan incorporating the Contracting Officer's comments, if required.

Deliverables under Task 1

- 1a. Workplan within 15 calendar days of receipt of work assignment.**
- 1b. Revised workplan within 10 calendar days after receipt of comments from the Contracting Officer, if required.**

Task 2 - Provide Technical & Analytical Support for Development and Review of EPA Green Building Goals & Practices, and for Review and Comment on Third-Party Green Building Codes and Standards [Section III, Element 1.1, Paragraph (1), page 1-5; Section III, Element 1.5, Paragraph (1), page 1-7]

EPA has spent the past year developing Green Building Principles, Goals & Practices to enable the Agency to influence voluntary, consensus-based green building standards, model codes and rating systems to promote those practices the Agency finds to be most protective of human health and the environment. EPA has focused to date on developing "Basic Green" Goals and Practices designed to ensure that minimum requirements of these standards (e.g., what the US Green Building Council's LEED system refers to as "prerequisites") are adequate for a building to be called "green", i.e., significantly exceeding standard buildings in their environmental performance. The Green Building Workgroup also has pledged to develop "State of the Art" Goals and Practices that represent aspirational goals beyond the most practical, cost-effective practices identified at the "Basic Green" level.

For this task, the contractor shall engage in analyses to support the further development of these Goals and Practices. The contractor also shall provide, upon technical direction from the WAM, more tailored analyses of up to twenty-five standards and codes to support EPA engagement with and comment on consensus-based standards development processes. For example, these analyses would support EPA staff participation on committees, and direct meetings with, representatives of such standards development organizations as US Green Building Council, ASTM, ASHRAE, International Codes Council, the National Association of Home Builders, and the Green Building Initiative. In most cases, such analyses would involve comparisons of EPA's Goals and Practices, or some subset of them, with the current version of these standards to assist EPA in commenting on these standards.

These technical analyses may include the following, as directed by Technical Directive (TD):

- a) Comparative analyses of up to 25 third party or governmental green building codes and standards. These codes and standards may be in draft form, or they may be final, published documents. Probable documents for review and analysis include, among others, the International Code Council's "International Green Construction Code Public Version 2," ICC 700, the National Association of Home Builders' *National Green Building Standard*, ANSI/GBI 01-2010 (the Green Building Initiative's *Green Building Assessment Protocol for Commercial Buildings*), locally-developed and locally-adapted green building ordinances and voluntary programs (e.g., Boston's LEED Plus, Arlington's Green Home Choice) and green building product standards.

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The deliverables for these reviews shall be 1) matrices that compare and contrast EPA's "basic green" goals and practices with the code or standard under review and 2) a set of suggested comments for EPA staff to consider when composing their own comments to submit to the author or owner of the code or standard. These suggested comments shall be based on EPA's "Basic Green" goals and practices and shall focus particularly on where EPA guidance points to strengthening of standards. Side-by-side comparison shall note prerequisites, requirements, credits and options of each standard or rating system, showing actual language as well as commentary on differences and justifications for different scoring systems or standards.

Through technical direction, the WAM will specify the codes and standards that the contractor is to review as well as the specific deliverable dates for each. The identification of codes and standards for review is based on standards-setting organizations' call for comments as well as EPA Regions' selection of local codes for analysis.

- b) Updating, expanding and finalizing cost-effectiveness, feasibility, applicability and environmental benefits analyses of the EPA Goals & Practices, building upon the preliminary analyses begun under contract EP-W-04-023, Work Assignment #4-116. Literature review, rather than original research, is expected under this TD, with the contractor reviewing existing research, case studies, and other sources such as McGraw Hill Smart Market reports, etc. The contractor shall not duplicate work performed under contract EP-W-04-023, Work Assignment #4-116. WAM will provide technical direction requesting draft and final deliverables. Contractor shall, upon receipt of technical direction from the WAM:

- Update sections of the analyses that do not match current versions of the Goals & Practices.
- Create a shorter version of the analyses, suitable for EPA publishing or website posting, that more generally describes benefits of meeting the Goals, in less specificity than the current analyses at the Practice level.
- Augment incomplete sections of the analyses in the draft document "EPA's Proposed Basic Green Goals and Practices: A Compendium of Environmental Benefits and Feasibility Analyses." The WAM shall provide technical direction re: sections in need of additional analysis, which shall include additional analysis of toxics issues in support of Principle 5 – "Use Environmentally Preferable and Safer Building Products and Services":
 - 5A) Specify products that have been third-party certified to have a reduced effect on human health and the environment throughout their lifecycle, focusing on attributes of greatest concern and meaningful differentiation (e.g., minimized habitat alteration, sustainable resource extraction, safer chemistry, recovered content, energy efficiency, water efficiency, reduced packaging, lower embodied energy, durability, reusability at end-of-life).
 - 5B) Support Right-to-Know and Product Stewardship throughout the supply chain via the disclosure of any chemical hazards.
 - 5C) Utilize best management practices to reduce chemical exposures and releases from product manufacture to operations and maintenance to eventual recycling and disposal.
 - 5D) Use integrated pest management (IPM) approaches to reduce health & environmental effects associated with exposure to pests and pesticides"

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- Incorporate analyses developed by EPA (e.g., on energy) to match the rest of the analyses in style, quality, etc.
 - Wrap the findings of the analyses on costs and benefits into a unified description of the overall benefits and costs if all the Practices were to be applied to standard commercial or residential buildings. Contractor shall recommend a methodology to develop a credible description with appropriate assumptions, upon receipt of technical direction from the WAM.
 - Support EPA's development of "State of the Art" Goals & Practices that go beyond the most currently feasible and cost-effective approaches to support cutting-edge, aspirational goals and practices.
 - Provide other essential updates as requested under TD.
- c) Provide limited technical support to support EPA in posting Goals and Practices on internal web-based tool at www.epagbpositions.org, developed under Contract EP-W-05-047, Task Order 43. Whereas EPA staff will do the actual posting, contractor shall assist EPA by adjusting the web-based tool to make it more user-friendly, in response to TD from the WAM. The contractor shall not duplicate work performed under Contract EP-W-05-047, Task Order #43.

Deliverables and schedule under Task 2

2a. Draft comparative analyses: within 15 working days after receipt of TD from EPA WAM

2b. Revised analyses following comments from WAM: within 10 working days after receipt of TD from EPA WAM. For more in-depth analyses and draft comments on third-party standards (specifically, the unified descriptions of the overall benefit and costs, and the toxics analysis), concise concept memo with proposed methodology explaining deliverable within 10 business days after TD. Draft deliverable within 15 days after receiving EPA comments on concept memo. Final deliverable report within 20 days after receiving EPA comments on draft deliverable.

2c. Draft revisions to web-based tool: within 15 working days after receipt of TD from EPA WAM. Final revisions to web-based tool: within 15 working days after receipt of comments from EPA WAM.

Task 3 – Provide Technical & Analytical Support for Development and Updating of Guidance under Federal Executive Order 13514 and Federal Green Construction Guide for Specifiers [Section III, Element 1.1, Paragraph (1), page 1-5; Section III, Element 1.5, Paragraph (1), page 1-7]

On October 5, 2009, President Obama signed Executive Order 13514 (http://www.whitehouse.gov/assets/documents/2009fedleader_eo_rel.pdf) that sets sustainability goals for Federal agencies in order to make improvements in their environmental, energy and economic performance. Under the order Federal agencies must submit a 2020 greenhouse gas pollution reduction target, increase energy efficiency, reduce fleet petroleum consumption, conserve water, reduce waste, support sustainable communities, and leverage Federal purchasing power to promote environmentally-responsible products and technologies. The order applies to building performance, and it requires the development of guidance for sustainable federal buildings. The Executive Order builds on the energy and environmental requirements of previous Executive Order 13423.

The Executive Order also asks agencies to develop guidance for sustainable locations in alignment with the Livability Principles put forward by the Department of Housing and Urban Development, the Department of Transportation, and the Environmental Protection Agency. Building performance improvements also will play a significant role in agencies' ability to meet goals of the Executive Order which include a:

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- 30% reduction in vehicle fleet petroleum use by 2020;
- 26% improvement in water efficiency by 2020;
- 50% recycling and waste diversion by 2015;
- 95% of all applicable contracts will meet sustainability requirements;
- Implementation of the 2030 net-zero-energy building requirement;
- Implementation of the stormwater provisions of the Energy Independence and Security Act of 2007, section 438, and;
- Development of guidance for sustainable Federal building

Enhancement of existing federal building guidance will help agencies meet these goals and meet a greenhouse gas (GHG) reduction goal laid out by President Obama on January 29, 2010 in the Federal Greenhouse Gas Pollution Reduction Act. The Act requires Agencies to reduce GHG emissions by 28 percent by 2020. Because buildings play such a significant role in meeting these targets, Federal agencies worked together to develop the "Guiding Principles for Federal Leadership in High Performance and Sustainable Buildings" covering a broad range of measures needed to improve the environmental and health impacts of buildings. The Guiding Principles were referenced by both Executive Orders.

There is now a need for EPA to update both technical guidance developed from the previous Executive Order on greening the government (http://wbdg.org/references/sustainable_eo.php) and the Federal Green Construction Guide for Specifiers – (<http://www.wbdg.org/design/greenspec.php>). The updates will help guide agency efforts to meet the requirements of Executive Order 13514.

Technical guidance to Federal agencies to support the Executive Order is essential, and will be housed at the Whole Building Design Guide (www.wbdg.org), a Web-based repository of Federal building guidance and information. EPA has agreed to work with the Department of Energy and General Services Administration to support the updating of this resource, which will draw on EPA's draft Principles, Goals and Practices and other Agency expertise and information.

The objectives of the *Federal Green Construction Guide for Specifiers (Guide)* are to help federal agencies meet their project-specific environmental goals and mandates including:

- Executive Order 13514 and the Guiding Principles for Federal Leadership in High Performance and Sustainable Buildings;
- EPA's Final Guidance on Environmentally Preferable Purchasing;
- EPA's Comprehensive Procurement Guidelines for Recovered Content;
- USDA's BioPreferred Program;
- ENERGY STAR® & DOE Federal Energy Management Program (FEMP) Product Efficiency Recommendations;
- Energy Policy Act of 2005 and the Energy Independence and Security Act of 2007;
- ASTM, LEED, ASHRAE 189, IgCC, NSF, Green Globes, and other rating systems and standards; and
- Other 'best practices' as determined via industry and public comment.

The contractor shall provide support to EPA's efforts and collaboration with the US Department of Energy, General Services Administration and Office of the Federal Environmental Executive to build on the previous work and make additional updates to the green building guidance aimed at Federal facilities. This support shall include comparing EPA Green Building Goals & Practices with Executive Order 13514 requirements and to

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current guidance on the Whole Building Design Guide www.wbdg.org supporting the previous Executive Order (http://www.wbdg.org/references/sustainable_co.php).

Deliverables and schedule under Task 3

- 3a. Provide redline/strikeout suggestions on the WBDG EO technical guidance at www.wbdg.org, based on EPA's Green Building Goals and Practices, within 20 days of WAM TD.**
- 3b. 2nd draft technical guidance within 10 days of receiving WAM comments.**
- 3c. Final draft technical guidance within 10 days of receiving Agencywide comments from WAM.**
- 3d. Draft revised specifications to address updates to EPA's Goals and Practices and EPA's Chemicals of Concern <http://www.epa.gov/oppt/existingchemicals/pubs/ecactionplan.html> by September 7, 2010.**
- 3e. Revised set of specifications within three weeks of receiving the comments from the WAM.**
- 3f. Final set of specifications within two weeks of receiving comments from the WAM.**
- 3g. Other deliverables as described in written technical direction from WAM.**

Task 4 -- Provide Meeting Facilitation & Support [Section III, Element 2, Paragraph (2), page 1-9]

The Contractor shall:

- Provide facilitation and logistical support, as directed by the WAM, for EPA's Green Building National Meeting, which is likely to take place on November 15th before the GreenBuild Conference in Chicago. Support shall include assisting with minor meeting arrangements, preparing meeting materials, facilitation, and preparing meeting summaries.
- Upon receipt of TD, provide facilitation, logistical or note taking support for up to 5 additional small-scale meetings. These may include meetings between EPA and standards-setting organizations.

Deliverables and schedule under Task 4

- 4a. Send draft meeting notes to WAM following Green Building National meeting, as well as up to 5 other meetings specified by TD: within 5 working days after meetings.**

Summary of Deliverables and Dates:

- 1a. Workplan within 15 calendar days of receipt of work assignment.**
 - 1b. Revised workplan within 10 calendar days after receipt of comments from the Contracting Officer, if required.**
 - 2a. Draft comparative analysis: within 15 working days after receipt of TD from EPA WAM**
 - 2b. Revised analyses following comments from WAM: within 10 working days after receipt of TD from EPA WAM. For more in-depth analyses and draft comments on third-party standards (specifically, the unified descriptions of the overall benefit and costs, and the toxics analysis), concise concept memo with proposed methodology explaining deliverable within 10 business days after TD. Draft deliverable within 15 days after receiving EPA comments on concept memo. Final deliverable report within 20 days after receiving EPA comments on draft deliverable.**
 - 2c. Draft revisions to web-based tool: within 15 working days after receipt of TD from EPA WAM. Final revisions to web-based tool: within 15 working days after receipt of comments from EPA WAM.**
 - 3a. Provide redline/strikeout suggestions on the WBDG EO technical guidance at www.wbdg.org, based on EPA's Green Building Goals and Practices, within 20 days of WAM TD.**
 - 3b. 2nd draft technical guidance within 10 days of receiving WAM comments.**
-

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- 3c. Final draft technical guidance within 10 days of receiving Agencywide comments from WAM.**
- 3d. Draft revised specifications to address updates to EPA's Goals and Practices and EPA's Chemicals of Concern <http://www.epa.gov/oppt/existingchemicals/pubs/ecactionpln.html> by September 7, 2010.**
- 3e. Revised set of specifications within three weeks of receiving the comments from the WAM.**
- 3f. Final set of specifications within two weeks of receiving comments from the WAM.**
- 3g. Other deliverables as described in written technical direction from WAM.**
- 4a. Send draft meeting notes to WAM following Green Building National meeting, as well as up to 5 other meetings specified by TD: within 5 working days after meetings.**



United States Environmental Protection Agency
Washington, DC 20460

Work Assignment Number

0-5

Work Assignment

☐ Original ☒ Amendment Number 1

Contract Number
EP-W-10-002

Contract Period
Base ☒ Option: Period Number

Title of Work Assignment
Green Building Technical Support on
Standards, Principles, and Goals

Contractor
INDUSTRIAL ECONOMICS INC.

Specify Section and Paragraph of Contract SOW

Purpose: ☐ Work Assignment Initiation ☐ Work Assignment Close-Out
☒ Work Assignment Amendment ☐ Incremental Funding
☒ Work Plan Approval

Periods of Performance
From: 04/26/10 To: 12/18/10

Comments:

The purpose of this amendment is to approve the Contractor's Work Plan dated May 24, 2010.

☐ Superfund

Accounting and Appropriations Data

☒ Non-Superfund

Line	DC (Max 6)	Budget/FYs (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class	Amount	(Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1											
2											
3											
4											
5											

Authorized Work Assignment Ceiling

Contract Period:	Cost/Fee	LOE
Previously Approved	\$0.00	2,680
This Action	\$224,978.14	(422)
Total	\$224,978.14	2,258

Work Plan / Cost Estimate Approvals

Contractor WP Dated: 05/24/10	Cost/Fee: \$224,978.14	LOE: 2,258
Cumulative Approved:	Cost/Fee: \$224,978.14	LOE: 2,258

Work Assignment Manager Name

JOHN P. FOSTER

(Signature)

(Date)

Branch/Mail Code 1807T

Phone Number 202-566-2870

Fax Number 202-566-0292

Project Officer Name

CATHERINE J. TURNER

(Signature)

(Date)

Branch/Mail Code 1805T

Phone Number 202-566-0951

Fax Number 202-566-3001

Other Agency Official Name

(Signature)

(Date)

Branch/Mail Code

Phone Number

Fax Number

Contracting Official Name

BRADLEY R. AUSTIN

(Signature)

(Date)

Branch/Mail Code 3803R

Phone Number 202-564-5574

Fax Number 202-565-2560

Contractor Acknowledgement of Receipt and Approval of Workplan (Signature and Title)

Date

Green Building Technical Support on Standards, Principles, and Goals

Contract: EP-W-10-002, Work Assignment: 0-5, Amendment: 0001

Summary Information

Title: Green Building Technical Support on Standards, Principles, and Goals
Period of Performance: From: 04/26/10
To: 12/18/10
Award Date: 04/26/10
Total Funding:

Procurement Management Roles

The following item(s) have been modified:

CONTRACT SPECIALIST:

U.S. E.P.A.
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WASHINGTON, DC 20460

Date Role Ended: 06/20/10

Mail Code: 3803R
Phone Number: 202-564-3099
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E-Mail Address: marshall.hillary@epa.gov

The following item(s) have been added:

CONTRACT SPECIALIST:

U.S. E.P.A.
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WASHINGTON, DC 20460

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Fax Number:
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WA Totals

The following item(s) have been added:

Category	POP	Amount
Estimated Cost	Base Pd.	(b)(4)
Fixed Fee	Base Pd.	

WA Classification

The following changes have occurred:

The Labor Hour Ceiling has changed from 2680 to 2258.